

Complete this form and post it to:

HMCTS CMC  
PO Box 12747  
HARLOW  
CM20 9RA

## Respond to a money claim you reject

### Section 1

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#### Enter your details (Individual only)

**Name**

Mr Joe Bloggs

**Date of birth**

02 Sep 1982

**Phone number (optional)**

07828 926361

**Email address (optional)**

joe.bloggs@hotmail.com

If you want post about this claim to go to a different address, enter it here:

**Address given by claimant**

123 fake street  
Berkhamsted  
Dundee  
HU3 9KC

If this address is wrong, enter the right address here:

## Section 2

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### Do you want to make a counterclaim as well as rejecting the claim?

☐

Yes (you'll need to pay a fee)

**Next steps**

Complete sections 3, and 5 to 11 of this form.

☒

No

**Next steps**

Continue to the next question.

### Why do you reject the claim?

Select only one option.

☒

I've paid what I believe I owe

**Next Steps**

Complete section 4, then sections 7 to 11.

☐

I dispute all of the claim

**Next Steps**

Complete sections 5 to 11.

## Section 3

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### If you want to make a counterclaim as well as rejecting the claim

To start a counterclaim, you need to pay a claim fee. Check the fees for different claim values here:

<https://www.gov.uk/make-court-claim-for-money/court-fees>

You may not be able to make a counterclaim if the claimant is the Crown (a government department). Contact your local County Court office for further information if you're not sure whether the claimant is the Crown.

#### If your claim is for a specific sum of money, how much are you claiming?

£

#### What is your claim about?

#### What are your reasons for making the counterclaim?

To add more detail, write or print the information on a separate piece of paper, put the claim number on the top right-hand corner, and send it with this form.

#### Payment

Enter a phone number and/or email address in section 1 so the court can contact you to take payment for this counterclaim.

## Section 4

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### If you believe you've paid what you owe

#### How much have you paid?

£

#### When did you pay this amount?

#### How did you pay this amount?

If you fail to dispute any part of the claim the court may assume you admit it.

You should also say if you accept any parts of the claim.

It's all lies. I don't owe anything.

Date

1 Mar 2020

Received claim - first I'd heard of it!

Date

## What happened

Date

What happened

Date

What happened

Date

What happened

Date

What happened

To add more events, write or print them on a separate piece of paper, put the claim number on the top right, and send it with this form.

**Add any comments about the claimant’s timeline (optional)**

Section 6

List your evidence (optional)

You only need to list evidence for now. We'll ask to see the actual evidence if the claim goes to court.

Type of evidence

This could be contracts, photos, receipts, letters, emails or documents.

Describe this evidence in more detail (optional).

Type of evidence

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Type of evidence

Describe this evidence in more detail (optional).

To add more to your list of evidence, write or print a description of each item on a separate piece of paper, put the claim number in the top-right hand corner, and send it with this form.

List any parts of the claimant's evidence you disagree with (optional)

## Statement of truth

I believe that the facts stated in this response are true.

Your signature

Joe Bloggs

Full name

Joe Bloggs

Date

4 MARCH 2020

## CMC NOTE

This page should only be used when new features is not on.

So since no DQs are included this statement of truth must be included with the defence.

## Section 7

### Give us details in case there's a hearing

Tell us any support you'd need if there's a hearing (optional)

☐ Tick if you require disabled access.

☐ Tick if you require a hearing loop.

If you need sign language interpretation, enter the

If you need language interpretation enter the language.

You'll have to arrange and pay for interpreters except for Welsh.

If you need other support, tell us the support you need.

### Choose a hearing location

Tell us your preferred location for a hearing, in case the claim goes to one.

We'll use the location you choose unless the claimant has an exceptional reason to object, for example accessibility needs.

To find your nearest court please call XXXXX XXX XXX or search online at

<https://courtribunalfinder.service.gov.uk/search/postcode?aol=Money+claims&spoe=nearest>

Enter the court's name

## Section 8

### Do you want to ask the court's permission to use an expert? (optional)

It's rare for a judge to allow you to use an expert in a small claim and most small claims don't need one.

An expert is not a legal representative.

You need to ask for permission to use an expert - a judge will then decide whether the expert is necessary.

**If you don't want to use an expert, skip to Section 9**

**If you want to ask permission to use an expert, finish this section.**

**If you already have a report written by an expert**

Enter the expert's name (optional)

When is the report dated? (optional)

**If the claim involves something an expert can still examine**

What is there to examine?



Section 9

**Tell us who you want to give evidence**

Do you want to give evidence yourself? This could be providing written evidence or speaking at a hearing at the court.

☐ **Yes - I would like to give evidence**

**Do you want other people to give evidence?**

This could be anyone who can confirm your version of events.

**If yes, how many people?**

Section 10

**Enter any dates in the next 9 months when you or your witnesses can't go to a hearing.**

These should only be the dates of important events like medical appointments, other court hearings or holidays you've already booked. Don't include weekends.

Section 11

**Statement of truth**

I believe that the facts stated in this response are true.

The hearing requirement details (sections 7 to 10) in this response are true to the best of my knowledge.

**Your signature**

**Full name**

**Date**